



**REGULAR MEETING OF THE BOARD OF EDUCATION
FOR VANCOUVER ISLAND WEST SCHOOL DISTRICT 84,
HELD ON MONDAY, MARCH 9, 2020
AT THE SCHOOL BOARD OFFICE, GOLD RIVER, BC**

TRUSTEES PRESENT: Jenniffer Hanson, Acting Chairperson (Kyuquot)
Debbie Mann (Gold River)
Allison Stiglitz (Tahsis)
Andrew Smith (Zeballos)

TRUSTEE ABSENT: Arlaine Fehr (Chairperson)

ALSO PRESENT: Lawrence Tarasoff, Superintendent/Secretary-Treasurer
Annie McDowell, Associate Director of Human Resources
Five staff and public attendees

CALL TO ORDER:

Chairperson Hanson brought the meeting to order at 4:00 pm, and acknowledged that the meeting was taking place on the traditional territory of the Ehattesaht First Nation.

APPROVAL OF AGENDA:

2020:R-012 MOVED: Trustee Stiglitz, SECONDED: Trustee Mann
AND RESOLVED:
"TO approve the agenda."

ADOPTION OF MINUTES:

2020:R-013 MOVED: Trustee Mann, SECONDED: Trustee Stiglitz
AND RESOLVED:
"TO adopt the minutes of the Regular Board meeting of February 10, 2020."

BUSINESS ARISING FROM THE MINUTES:

Nil.

PUBLIC INQUIRIES AND PRESENTATIONS:

a. **Sean Broderick, Principal, Zeballos Elementary Secondary School**

Principal Broderick welcomed the Board and District staff to Zeballos Elementary Secondary School, and spoke of the very busy year to date. Some of the many highlights include:

- A special welcome to Ehattesaht Resident Elder Vince Smith, who will be spending time in all of the classrooms sharing cultural knowledge and teachings;
- Secondary, intermediate and primary students, led by Celina Charleson, are really enjoying learning and practicing the Nuu-chah-nulth language through directed activities and games;
- Kear Porttris of Gwai Engineering Ltd. led a workshop highlighting home energy and heat loss, and the highschool students were challenged to use engineering principles and their own dexterity to build a model home using their observation skills to determine the energy leakage/waste;
- The intermediate students, along with Mr. Gledhill, Mr. Broderick and Mr. Stupich, enjoyed a beautiful day at Mount Cain, snowboarding and skiing as well as romping in the abundant snow;
- Thirteen students, accompanied by Ms. Rodgers, Ms. John and Mr. Rolle, travelled to Berthierville, Quebec on a student exchange trip, and enjoyed a very busy week with a myriad of activities from snow shoeing, ice fishing, visiting the Quebec Winter Carnival, and a day trip to Montreal;
- Students continue to enjoy the delicious and nutritious Hot Lunch Program on Wednesdays, served up by the Ehattesaht First Nation and Trustee Andrew Smith;
- Adult Education classes continue each week on Mondays and Thursdays from 6-8:30 pm;
- Staff and students participated in Pink Shirt Day by not only wearing a pink shirt, but tie-dying the shirts as well!

- Zeballos School welcomed Josh and Hayden, visiting Aboriginal teachers from Australia, who enjoyed the experience of Zeballos classrooms first hand;
- The NTC Community Dinner was well-attended on March 2nd, and everyone looks forward to the 'Gearing UP' Science Workshop scheduled for March 10th;
- Elementary report cards will be issued on March 12th, followed by Spring Break; and;
- Congratulations to Matteo Janisse for his excellent reading skills this month!

CORRESPONDENCE:

- BC School Trustees Association Thompson Okanagan Branch
 - Coalition of Child Care Advocates of BC
 - Zeballos Elementary Secondary School
 - Ministry of Education
 - BCSTA
 - BCSTA
 - Vancouver Island School Trustees' Association
 - BCSTA
 - BCSTA
 - Chair, SD46 (Sunshine Coast)
 - BCSTA
 - Chair, SD69 (Qualicum)
 - BCSTA
 - VISTA
 - ZESS
 - BCSTA
 - VISTA
 - BCSTA
 - BCSTA
- Copy of Letter to Minister of Education re Funding Model Review
 - Significant Discussions at Early Learning Summit
 - ZESS January Newsletter
 - Copy of Letter to BCSTA President re the K-12 Funding Model Review
 - BCSTA Headlines: Daily News for School Trustees
 - BCSTA Update: Throne Speech – Education Highlights
 - Agenda for Upcoming VISTA Business Meeting, March 7, 2020
 - BCSTA Headlines: Daily News for School Trustees
 - BCSTA Weekly: AGM 2020 Registration; AGM Speaker – Natalie Panek; AGM Nominations; ; AGM Motions; Leadership Series; Accessibility Legislation Update; Copyright and Fair Dealing Week; Sad News; Letters
 - Copy of Letter to Minister of Transportation and Infrastructure re Support for the Use of Extended Stop Arms on School Buses
 - BCSTA Headlines: Daily News for School Trustees
 - Copy of Letter to Ministers of Education and Finance to Request the Provincial Government to Adequately Fund Public Education
 - BCSTA Weekly: AGM Registration Open; AGM Speaker – Ann Makosinski; AGM Nominations; AGM Motions; Share Your Passion; AGM Ministers' Panel; Leadership Series; Local Voices, Local Choices Campaign; School Bus Report; Languages Build Campaign and Contest; Golden Star Award Winners Announced; Opinion – Taking Public Out of Public Education; Letters
 - VISTA Spring Conference Updated Agenda
 - Zeballos Elementary Secondary School Newsletter
 - BCSTA Headlines: Daily News for School Trustees
 - VISTA Spring Conference Update
 - BCSTA Headlines: Daily News for School Trustees
 - BCSTA Weekly: Register for AGM 2020; Volunteer for AGM; Help Out on Committees; Candidate Questions; AGM Fees and Travel Discount; Arline Discount for AGM; Budget Consultation; Coronavirus Resources; Child Care Information; Vaping Resource; Welcome New Superintendents; Reminder – Leadership Series

2020:R-014 MOVED: Trustee Smith, SECONDED: Trustee Stiglitz
AND RESOLVED:
 "TO receive and file the correspondence."

REPORT OF THE CLOSED MEETING:

Chairperson Hanson reported on the discussion of three labour issues and one land issue.

TRUSTEE REPORTS:

a. School Reports

The Trustees reported that all of the schools are winding down to Spring Break. Trustee Smith takes part in the Zeballos Hot Lunch Program as cook on Wednesdays, and Trustee Stiglitz reported that Captain Meares' program is going very well with a nutritionist coming this week to speak to students and families about new recipes and meals using ordinary ingredients. The GRSS teaching staff have completed their Term 2 report cards and Parent/Teacher Conferences were held on February 19th, which was well attended. Parents reported that students feel safe and respected by the adults at GRSS, and the staff feel that they are working diligently to report academic concerns to parents in a timely manner via telephone and email.

The non-academic components of student life at GRSS continue:

- GRSS Wrestling season has completed, with the team of four earning nine medals in five tournaments this year!
- GRSS Women's Basketball travelled to Duncan on February 21st for the zone qualifier tournament.
- GRSS Men's Basketball team travelled to Nanaimo for their zone qualifier tournament.
- NSOP took a large group of students to Mount Washington for a two-day Alpine Skiing/Snowshoeing and Intro to Biathlon Clinic.
- Eleven students from Grades 10-12 participated in the NIC Open House in Courtenay, and hopefully a comparable number of students will be able to attend the February 28th VIU Discovery Days.
- The International Program is getting set for their month-long French Exchange to Lyon, France.

GRSS held a Term 2 assembly last week, where they welcomed international students, appreciated the achievement of Stephanie Mather who earned a prize from the Legion for their annual Remembrance Day Poster Contest and concluded with both a reminder of behaviour expectations and the beginning of an incentive program. The incentive program is hoped to increase citizenship and collegiality. When a student or staff member witnesses someone demonstrating "Random Acts of Kindness &/or Senseless Acts of Beauty", they can go to the office and fill out a ballot sheet. Once every fortnight, a name will be drawn and both the witness and kind actor will receive special recognition from the office.

Mr. Rockwell will be administrating the annual Student Learning Survey for Grade 10 and 12 students, parents and staff. Gold River Secondary School will be using both the email call-out system as well as paper notices to inform families of their opportunity to comment on how students feel and achieve in the school and District. Term 3 report card will be distributed on April 17th.

b. BCSTA Provincial Council Meeting

Chairperson Fehr attended the recent BCSTA meeting in Vancouver, held on February 21-22. Friday evening's agenda included a presentation by Deputy Minister Scott MacDonald who provided a BC status update and spoke on building a strong, sustainable economy, affordability and improved public services. Assistant Deputy Minister Reg Bawa spoke about the provincial budget which is aimed at building a stronger BC for everyone. The education budget, of which 91.5% goes to public schools, represents 13% of the total BC budget. The Ministry of Education will be increasing its use of electronic meetings in an attempt to reduce costs and provide more funding support for students. BC's student enrollment continues to grow. The funding model review is a two-part action plan and the preliminary operating funding will be announced by March 13th.

Ms. Nicola Lemmer, Assistant Deputy Minister of the Education Programs Division spoke on Adult and Career Programs, and the K-12 Education mandate which is 'The Educated Citizen'. A draft document on the 'Focus on Career Development' will be released in March/April, 2020.

The Provincial Council business meeting was held on February 22nd, with the announcement that there will be no inflationary fee collected this year because of a budget surplus. There was one motion passed about the funding model, to request that 'by-course funding' remain for Grades 10-12. Afternoon presentations and discussion focussed on the implications of the funding model review and the next steps – budgets and strategic plans, no increase in AFG and Learning Improvement Fund, PST tax on Netflix and carbonated sweetened drinks, carbon tax, child care capital continues with new application forms and requirements (intakes close March and November).

c. **VISTA Spring Conference**

The Vancouver Island School Trustees' Association Spring Conference was held in Nanaimo on March 6-7, with Trustees Smith and Hanson in attendance along with Superintendent/Secretary-Treasurer Tarasoff. Friday evening included a First Nations welcome and introductions, followed by a presentation by author David Bouchard, "Before Truth and Reconciliation, There has to be Trust". Saturday's agenda included a presentation by School District 68 and the VISTA Branch meeting.

d. **Hobiye Celebration**

Trustee Hanson attended the recent 2020 Celebration of Hobiye held in Vancouver with hundreds of people in attendance. This cultural extravaganza showcased many First Nations Dance Groups, including the Tsawalk students who performed very well on the second day (video on Tsawalk's Facebook page).

e. **Spring Community Consultation Meetings**

The Board held community consultations from February 18-25 in Nanaimo, Zeballos, Tahsis, and Gold River (Kyuquot has been postponed to April 2). Hosted by the local Trustee(s), the consultations featured a brief informational presentation by the Superintendent/Secretary-Treasurer and four questions designed to elicit community feedback around the Board's strategic planning with a focus on mission, vision, values, education goals, and budget priorities. About 50 staff, students and community members attended the four sessions. In total, 15 response sheets were submitted and are summarized below:

Mission, Vision and Values - In general, responses indicated support for the draft mission, vision and values as presented. There were several suggestions for improvements/clarifications, but not such as would constitute a pattern.

Education Plan - In general, responses indicated support for the Education Plan as presented. There were several suggestions for improvements/clarifications, but not such as would constitute a pattern.

Budget Priorities - There were a variety of responses here, but mainly the responses focused on programs, staffing and special education services.

Other - The feedback was mainly supportive of the work the Board is currently doing. Areas for increased focus are special education and variety in programming.

b. **Preliminary Budget 2020-2021**

The District is significantly overspent in relation to the amount of income it is receiving. Instead of using the approximate \$504,000 allocated surplus to balance the budget, it will need closer to \$750,000 to balance – and with audits taking place, these could result in an even greater deficit. Even though the annual fiscal audit usually results in a surplus, this year's budget is tight and will require the Board to be very conservative in its planning for the new school year. As a result, it is contemplated that temporary employees may not be hired back until enrollments are confirmed in September. Going forward, the Board will provide the Superintendent/Secretary-Treasurer with exact expectations at the April Board meeting, the Ministry's audit report will be received, and the preliminary budget passed in May or in June at the very latest.

c. **School Calendar 2020-2021**

The proposed school calendar was circulated for feedback, with 12 responses received and 11 of those requesting that the Friday closures be changed to line up with the community's pay days. This is a perpetual problem in the District in that not every employer pays on the same Fridays. The teachers have a Collective Agreement right to the standard calendar and therefore have to agree each year to a different calendar. As a result, the "Nine-Day Fortnight/Two Week Spring Break Calendar" has always been built around October's Provincial Professional Development Day being a non-instructional day, so that teachers can attend various pro-d functions across the Province.

In order to focus on improving student attendance, it is important that the District's non-instructional Fridays line up with communities' pay days as much as possible. The Superintendent/Secretary-

Treasurer recommended that the Board approve the proposed school calendar as circulated, so that it can meet the Ministry's March 31st deadline. Then, the Superintendent/Secretary-Treasurer will contact various employers in the communities to determine pay dates and, if there is significant alignment and approval from the teachers, the calendar could be changed with the proper notice, consultation and Board approval.

2020:R-015 MOVED: Trustee Stiglitz, SECONDED: Trustee Mann
AND RESOLVED:
"TO adopt the School Calendar 2020-2021 as presented, and direct the Superintendent/Secretary-Treasurer to compile information regarding communities' pay days, for consideration."

d. **Strategic Planning**

Based on the community consultations, the Board will continue with its strategic planning. The aim is to have a strategic plan document by next September which will incorporate the mission, vision, values, and education plan, and will link to the budget for support. This is a three-year plan, which will be reviewed each year.

e. **Policy Project Update**

The Superintendent/Secretary-Treasurer has been tasked with splitting the current 101 District policies into a few required policies that will address the major governance structures. The rest will be converted to administrative procedures which should result in a far more usable governance and administrative structure for the District. It is anticipated that it will take approximately six months to compile a draft, which will then be circulated for feedback.

NEW BUSINESS:

a. **Disposition of Property Bylaws**

The Superintendent/Secretary-Treasurer explained that when the District acquired the property for the new Zeballos School, it agreed to eventually list the existing teacherages left on Keno Crescent and replace them with homes in the new subdivision. In order to dispose of any property, the Board must adopt a bylaw as a first step to the extensive Ministry of Education property disposal application process. The Superintendent/Secretary-Treasurer explained that passing a bylaw does not necessarily mean that a property will be sold, and final decisions will be based on the District's housing needs and finances.

The Superintendent/Secretary-Treasurer recommended first and second reading of the three Disposition of Property bylaws as presented, with the third and final reading to be considered once the required consultations have occurred.

2020:R-015 MOVED: Trustee Mann, SECONDED: Trustee Smith
AND RESOLVED:
"TO give first reading to the Disposition of Property Bylaws No. 20-1, 20-2 and 20-3, as presented."

The Superintendent/Secretary-Treasurer read the bylaws aloud.

Trustee Smith stated that, at the recent Zeballos community consultation meeting, the Board was informed that the Ehattesaht First Nation is planning to do an ATR (Additions to Reserve) which could result in a significant increase to population and school enrollment, and the need for additional teachers and teacherages. The Superintendent/Secretary-Treasurer explained that Zeballos School was built for 75 students so would have to show significant growth before the Ministry would consider increasing the size of the school.

2020:R-016 MOVED: Trustee Smith, SECONDED: Trustee Stiglitz
AND RESOLVED:
"TO give second reading to the Disposition of Property Bylaws No. 20-1, 20-2 and 20-3, as presented."

The Superintendent/Secretary-Treasurer read the bylaws aloud a second time.

b. COVID-19 (Novel Coronavirus)

The Superintendent/Secretary-Treasurer stated that the District follows the directives of the Minister of Health and the Provincial Medical Health Officer. As such, the District's approach is to ensure that staff, students and volunteers are reminded of the importance of standard flu prevention precautions as these are the same precautions currently recommended to address COVID-19. The District is also prepared to do higher levels of cleaning and disinfecting if and when the need may arise. Any student, staff or volunteer in the schools who may be concerned that they have been exposed to or are experiencing symptoms of the coronavirus should contact their primary care provider or local public health unit, or call 811 (HealthLink BC). The District is encouraging families and staff members to monitor the situation and gather as much information as necessary to make important decisions for their family, home and workplace. Regular updates will be posted on the District's website at www.sd84.bc.ca.

SUPERINTENDENT/SECRETARY-TREASURER'S REPORT:

a. District Update

Along with the reports already provided, the schools are all winding down in preparation for the upcoming two-week Spring Break.

b. Enrollment Report

The enrollment is holding stable at 536 students, with 473 being of school-age. The District is projecting a drop of 20 students next year, with the possibility of a significant decline if the Nanaimo Learning Centres are transferred to School District 68.

c. Finance Warrants

As at February 2020, eight months or 67% of the 2019/20 fiscal year and six months or 60% of the school calendar year has elapsed. The report is based on the budget amounts of the 2019/20 preliminary budget amounts based upon the Fall 2019 enrollment for 2019/20.

At this time, the year-to-date revenue and expenses are trending as predicted in comparison to the budget for the School District.

At the end of June 2019, the District had an operating surplus of \$1,003,741 (last year - \$1,036,442) of which \$504,000 was allocated for use in the current year leaving an unrestricted surplus of \$500,000. The District is currently using approximately \$750,000 to balance the budget.

To the end of February 2020, the District received \$3,580,469 (\$3,198,000 in 2019) in MOE operating grants. This is 37% of total anticipated (last year - 41%).

To the end of February 2020, the District received \$2,382,666 for the LEA (2018 - \$1,588,444).

The AFG (Annual Facilities Grant) expenditures for the current year are \$63,957, with \$15,253 remaining. Operating expenses last year were 59% of budget. Currently, 63% of budget has been spent so the District is tracking a little higher in spending.

PRESS AND PUBLIC INQUIRIES:

Public inquiries included:

- whether there was a threat of School District 84 being amalgamated with another district, and the Superintendent/Secretary-Treasurer responded that there had been no recent word of amalgamations;
- looking at strategies to implement the Local Education Agreement, with discussions to follow at the EA/LEA meeting scheduled for April 2nd in Kyuquot;
- if the District accepts donations, to which the Superintendent/Secretary-Treasurer explained that the District can issue receipts for generic donations that are not specifically targeted;
- correspondence addressed to the Board, which is presented at Board meetings under the 'Correspondence' section of the agenda.

TRUSTEE INQUIRIES:

Nil.

NOTICE OF MEETING:

The next public meeting of the Board of Education will be held on Tuesday, April 14, 2020, at 4:00 pm, in the School Board Office. The public is invited to attend. Any requests for additions to the agenda should be forwarded to the School Board Office two weeks prior to the meeting. Board meeting minutes are posted on the District's website at <http://www.sd84.bc.ca/board-meetings-school-district-84>.

ADJOURNMENT:

Chairperson Hanson declared the meeting adjourned at 5:15 pm.